

3 June 1971

MEMORANDUM FOR THE RECORD

SUBJECT: Noncompetitive Appointment of Agency Employees to Positions in the Competitive Service

1. On 2 June 1971 Mr. Harry Fisher advised me that he had finally been in touch with Mr. Bernard Rosen (D/Ex. Dir. of CSC). Mr. Rosen had expressed his interest in having the CSC initiate action toward an Executive Order. He also indicated that it would seem appropriate to have Mr. Harold Leich or other Commission representatives briefed on CIA personnel policies and procedures in order to be assured that the CIA system is in fact a merit system. Mr. Fisher told me to expect a call from Mr. Leich concerning arrangements for such a briefing.

2. On 3 June 1971 Hal Leich telephoned me to say that he had discussed the subject of our previous conversations up the line and he understood that Bernie Rosen had been in touch with Harry Fisher. I indicated my similar understanding. Mr. Leich then asked if it would be possible to arrange for a CSC team to come to the Agency for a briefing before the matter was presented to the Civil Service Commissioners. He also asked whether it would be possible for us to first send him certain regulatory material, personnel action forms, etc.

3. I told Mr. Leich that most of our printed materials are classified and that it would therefore seem better to arrange a briefing first which could be followed by appropriate arrangements for inspection of printed materials. He agreed readily to this suggestion.

4. I told Mr. Leich we could probably arrange a briefing sometime next week at his convenience and asked what he meant by a "CSC team." Mr. Leich said he would like to send Stan Berg of his office with whom I am already acquainted, a representative of the Inspection Division, and a representative of the Recruiting and Examining Division, thus covering all three of the major Commission elements with an interest in the question. I inquired whether Mr. Leich would plan to attend the briefing himself and he indicated that he would not plan to come. He said further that representatives could probably be sent who would have clearances and inquired whether TOP SECRET clearance was necessary. I told him that it would facilitate matters if the representatives held clearances and that SECRET clearance was probably all that would be necessary.

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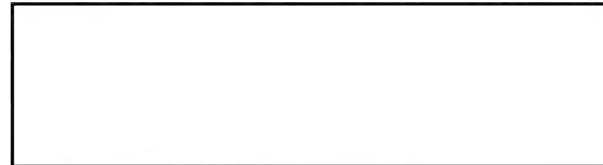
5. I asked Mr. Leich what particular areas of our personnel system would be of particular interest. He said that our initial staffing policies and procedures would be of particular interest.

How do you make employment opportunities known?
What do your application forms look like?
Do you keep lists of applicants who are awaiting employment considerations?
How do you rate applications for employment?
Who selects applicants to be hired?

Mr. Leich said that our promotion system would also be of particular interest as well as our way of handling reassessments. He said they would all recognize that as I had indicated in our earlier discussions there would be areas of this Agency's activities that would not be open for discussion or presentation. I confirmed this and indicated that the briefing would be concerned with those of our employees who are selected for Career Employee status after three years Career Provisional service and that this was similar to the Career Conditional and Career concepts in the Competitive Service. I said that we would expect to cover this career selection process in the briefing.

6. I asked Mr. Leich to determine a suitable time for the briefing and to give me in advance the names of the CSC representatives who would be attending. He agreed to do so and to be in touch with me again very soon.

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Chief, Review Staff

cc: D/Pers

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